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AGENDA
FOR THE
CIA CAREER COUNCIL

19th Meeting, Thursday, 1 March 1956, at 4:00 p.m.
DCI Conference Room, Administration Building

1. Minutes of the 18th Meeting; (attached) for approval.
- * 2. Staff Study, "Individual Career Planning," dated 22 February 1956, to Chairman, Career Council from Executive Secretary, Career Council, which includes reports from the Heads of the several Career Services; (attached) for consideration and approval.
3. Staff Study, "Selection for Defense Colleges," dated 23 February 1956, to Chairman, Career Council from Defense Colleges Selection Panel; (to be distributed prior to the meeting) for approval.
4. New business.

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NO CHANGE IN CLASS. ☐
☒ DECLASSIFIED
CLASS. CHANGED TO: TS S O
NEXT REVIEW DATE: _____
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DATE: 4/06/81 REVIEWER: 010995~~

* Note: Revised 12 Apr. '56 - 22nd Meeting
Re - " 26 Apr. '56 - 24th "

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MINUTES

OF THE

CIA CAREER COUNCIL

19th Meeting, Thursday, 1 March 1956, 4:00 p.m.
DCI Conference Room, Administration Building

Present: Lyman B. Kirkpatrick, IG, Acting Chairman
Robert Amory, Jr., DD/I, Member
[REDACTED] COP-DD/P, Alt. for DD/P, Member
[REDACTED] D/OC, Member
[REDACTED] A/DDI/AD, Alt. for DD/I
[REDACTED] AD/TR, Alt. for DTR, Member
[REDACTED] D/Pers, Alt. for D/Pers, Member
Lawrence K. White, DD/S, Member
[REDACTED] Executive Secretary
[REDACTED] Reporter

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Guests

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[REDACTED] C/PPCS/DDP
Sheffield Edwards, Director of Security
[REDACTED] Office of Personnel
[REDACTED] Office of Personnel

1. The minutes of the 18th Meeting of the CIA Career Council were approved with the following correction; in place of "It was agreed that this was the final responsibility of the Director of Personnel along with his responsibility for job qualifications, but that he could only do it with the assistance of the Heads of Operating Components and of the Language Training Staff" read "It was agreed that this was the responsibility of the Heads of the Major Components and that the Director of Personnel with their cooperation would establish a central file of requirements for language competences."

2. With respect to paragraph 3 of the minutes of the 18th Meeting, concerning the status of Agency military reservists, Colonel White described the action that he had taken with the Department of Defense, the Heads of the Reserve Components of the Agency, and the Office of Personnel to resolve the problem of redeploying military reservists in the Agency in the event of mobilization.

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* Correction noted in Minutes,
18th Meeting

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3. The Staff Study, "Selection for Defense Colleges" (item 3 on the Agenda) was discussed in detail. The Council approved the following procedure which will be followed, in the future, in selecting candidates for the six Defense Colleges and the Harvard School of Business Administration.

a. The Deputy Directors (Intelligence), (Plans), and (Support) each will nominate to the CIA Career Council, at least one year in advance, candidates for each College equivalent in number to two times the number of slots available.

b. The nominees will be drawn from those recommended by the several Career Services under the jurisdiction of the three Deputies. The Career Services will have reviewed all eligible persons for whom they are responsible and also will have considered the names of any persons who may have applied. Applications may be accepted by the Career Services but will not be accepted by the Defense Colleges Selection Panel.

c. The Defense Colleges Selection Panel will screen the nominations and recommend to the Council candidates and alternates for the current sessions of the Colleges and projections for future sessions where possible.

d. The Council will recommend to the Director candidates and alternates for the current sessions. The Director will make the final determination.

It was also agreed that the Career Services and the Heads of Major Components should have the responsibility of recommending whether an individual was a suitable candidate for more than one particular college. The Defense Colleges Selection Panel was directed to draft the implementing regulations and procedures.

4. The Staff Study "Individual Career Planning" (item 2 on the Agenda) was discussed. In summary it would appear that in the aggregate there was more individual career planning going on in the Agency than had at first appeared. It was also apparent that there was considerable divergence of opinion as to

a. whether career planning was the responsibility of the individual himself, his supervisor or his Career Service,

b. the extent to which career planning was desirable,

c. the consequences of unrealistic career planning which would make implementation difficult or impossible with attendant unfortunate impact on the morale of the individual,

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- d. the method by which career planning should be carried out,
- e. the extent to which standardized forms and procedures for career planning was desirable, and
- f. the priorities to be established for career planning for groups or categories of persons.

Several specific career plans were discussed as examples and the career planning activities in the Office of Communications were described in some detail. It was agreed that a basic misconception in the Agency seemed to have grown up to the effect that career planning was synonymous with rotation, and it was felt efforts should be intensified to correct some erroneous concepts such as this. It was generally agreed that the GS-11 - GS-12 level would probably be the one to which first priority should be attached. There was also discussion of the need for career planning for personnel at the GS-15 level since it had to be realized that the great majority of GS-15's would not have the opportunity of advancing into the supergrade area.

5. It was agreed that the Staff Study under consideration should be revised in view of the discussion which had taken place; that there be devised a proposed procedure together with forms that could be used in the career planning activity. The Council would then review the proposals prior to circulating them to the several Career Services. It was felt that this method would enable the Agency to arrive at a uniform philosophy with respect to Individual Career Planning.

6. It was agreed that the Career Council would at an early date examine the possibility of CIA participating in the new Senior Civil Service which was being established under the auspices of the Civil Service Commission.

7. The Inspector General referred to a memorandum to him prepared by a senior officer who had had long experience in the Agency concerning "Aids to Personnel Management". He requested that this be circulated for their information to all members of the Council.

8. The Council adjourned at 5:00 p.m.

Executive Secretary
CIA Career Council

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NINETEENTH CIA CAREER COUNCIL MEETING

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